

**TO: Michael D. McVicker, Assistant Director
Computer Services Division
Department of Information Services**

FROM: Kathy Rosmond, Stan Ditterline

DATE: December 6, 1996

SUBJECT: MONTHLY STATUS REPORT FOR NOVEMBER 1996

I. LEADERSHIP

- Kathy Rosmond worked with NASIRE symposium staff to educate them on the year 2000 problem and to identify appropriate speakers and presenters for the December symposium.
- Kathy Rosmond worked with WIT to develop a video for the NASIRE symposium. The three minute video will be used in Steve Kolodney's opening comments and welcome to the symposium.
- NASIRE and DIS will jointly develop a second video intended to educate Legislators on the year 2000 problem. Kathy Rosmond worked with IMF to identify private sector executives to appear in the video.
- Mike McVicker, Stan Ditterline, and Kathy Rosmond attended the November Executive Steering Committee meeting. There was a lively discussion of the impact survey and OITO's review of agency decision packages.
- DIS chaired the November SIG meeting. Diana Lindsley, Oregon's Year 2000 Coordinator, attended the meeting to learn more about Washington's approach and progress.
- Stan Ditterline and Kathy Rosmond attended the November PSY2KO meeting at King County Medical/Blue Shield. A telecommunications expert advised members to question their telecos to determine if switching equipment is year 2000 compliant.
- Jim Jones from IMF asked Kathy Rosmond to attend a federal year 2000 conference in March to speak about inventory.

II. STAFF DEVELOPMENT

- Stan Ditterline attended the WMS course "Leadership that Shapes the Future" in Lacey November 5-7.

III. FINANCIAL SUPPORT

N/A

IV. PARTNERSHIP (new customers)

- Carole Gazarek continues the King County Viasoft Estimate 2000 Project. The second system, FINPRP, has been 75 percent analyzed and the estimate reports for those applications have been sent. The next system, EEE, has been started. This system, so far, has fourteen applications with seven successfully analyzed within the tool. The next system has been sent, but so far has been unsuccessful loading.

IV. COMMUNICATION

- Judy Politz continued to add year 2000 conference information, survey response results, and links to other sites of interest to the Year 2000 home page.
- Stan Ditterline, Stan Davis, and Kathy Rosmond teleconferenced with Shell Oil Services' Year 2000 staff to discuss common issues and concerns. Shell Oil is in much the same status with their project as we are.
- Kathy Rosmond worked with Andy Marcelia to design an outline for a report to key stakeholders on the year 2000 compliance status of critical agency systems.
- Donna Wells of DIS Communications worked with the Year 2000 Project Team to organize and coordinate a packet of information for the December NASIRE symposium.

V. CUSTOMER STATUS

- Stan Ditterline and Kathy Rosmond met with Doug Tanabe and Jo Smith to review the findings and lessons from the two HRISD pilot projects.

VI. OPERATIONAL IMPROVEMENTS (Infrastructure)

- Judy Politz began developing the year 2000 intranet site.
 - Judy Politz began converting year 2000 SIG and subcommittee meetings and agendas to HTML for placement on the year 2000 intranet.
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- Harlan Pittelkau continued follow-up with desktop hardware and software manufacturers and obtained a few year 2000 replies.
 - Harlan Pittelkau contacted the manufacturers of the remaining 22 mainframe software products without year 2000 compliance information and received replies for all but one product. Harlan worked with Judy Politz to place the replies as home page survey responses and response updates.
 - Harlan Pittelkau prepared an interim report and analysis for desktop hardware and software surveys of manufacturers. The report is in final draft stage.
 - Harlan Pittelkau redesigned the desktop hardware and software "at a glance" information sheets to better reflect critical information.

VII. TECHNOLOGY IMPROVEMENTS

- DIS completed testing of the year 2000 TransCentury date routine software. The tool met DIS acceptance criteria and DIS approved payment of the product invoice.
- DIS completed negotiations for the Prince Simulate 2000 date simulation product.
- DIS also completed negotiations with Princeton Softech for their Version Merger concurrent application development product. The product was installed and DIS initiated acceptance testing. Training from the vendor will be conducted December 11 and 12.
- DIS signed the contract and Statement of Work for contract programming with Steve Russell of Life Support Computer Services to modify and enhance a regression/test tool for the Year 2000 Project. Steve started program modifications on November 4. By the end of November, Steve completed the initial modifications and enhancements to support the base year 2000 test requirements. The tool was rolled out to the agencies at the November SIG.
- The Year 2000 Project Team met with the S/390 technical support staff to refine conversion tool acquisition plan.

- DIS began development of requirements and evaluation criteria for a S/390 year 2000 automated conversion tool.
- DIS began development of acquisition plan and contract supplements for a Unisys year 2000 automated database conversion tool.
- Source Code from HRISD and L&I was sent to CCD Online for evaluation and setup to handle COBOL370, NATURAL, and ADAPREP issues.

VIII. ACHIEVEMENTS PLANNED FOR NEXT MONTH

- Harlan Pittelkau will continue to contact desktop hardware and software manufacturers for year 2000 compliance information.
- Conduct customer training and complete acceptance test of Princeton Softech Version Merger concurrent application development product.
- DIS will install and begin acceptance test of Prince Simulate 2000 date simulation product.
- Stan Ditterline and Kathy Rosmond will attend the NASIRE Year 2000 Symposium in Chicago on December 9 and 10. Kathy and Stan will participate in or moderate panel discussion topics for the sessions.
- While in Chicago, Stan Ditterline and Kathy Rosmond will also attend DCI's Year 2000 Issues & Answers Conference and Exposition on December 11 and 12.
- NASIRE and DIS will jointly sponsor and fund an eight minute awareness video targeted for state Legislators and other key stakeholders. WIT will produce the video with assistance from Kathy Rosmond and NASIRE staff. The first draft of the script is due in December.
- DIS will complete development of requirements, acquisition plan, and RFP for a year 2000 automated conversion tool.
- DIS will complete acquisition plan and acquire a Unisys year 2000 automated database conversion tool.
- DIS will install and begin testing of TransCentury date routine software on Unisys platform.
- Kathy will request permission to attend the SIM year 2000 meeting in Florida in January. Caper Jones is the invited speaker for the meeting.

IX. ISSUES REQUIRING MANAGEMENT ATTENTION

MDM:kr

Attachment: MSProject Plans

cc: Assistant Directors
CSD Managers
Central Files